



State of Nevada – Department Of Personnel

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
RESEARCH AID II	25	H	9.534
RESEARCH AID I	23	H	9.555

SERIES CONCEPT

Performs work of a routine and semi-technical nature in agricultural or livestock research and laboratory animal experimental projects; and performs related work as required. Duties listed below are considered characteristic of the class but are not all inclusive. Duties will vary among positions depending on the research area assigned.

Prepares experimental plots or bulk plantings by plowing, discing and leveling areas to be planted; seeds and fertilizes using custom equipment; controls weeds and pests using mechanical sprayers and propane weed burners; irrigates using both flood and sprinkler methods; harvests crops using tractors, harvesters and balers; and hauls, weighs and stores crops using trucks, loaders and scales.

Maintains and repairs agricultural equipment such as trucks, tractors, swathers, mowers, balers, sprayers and feedmills. Uses maintenance manuals to perform preventative maintenance and troubleshoot equipment malfunctions. Uses common hand and power tools and welding equipment to make minor repairs or modifications.

Maintains and repairs buildings, structures such as fences and corrals and fixtures such as irrigation systems using painting, carpentry, electrical and plumbing skills to preserve appearance and efficiency of the facility.

Prepares required rations and feeds animals by grinding, mixing, weighing and hauling feed to feeding sites using hay and grain grinders, loaders and trucks with scales. May relocate livestock to suitable grazing areas according to seasonal schedules and forage available. In a laboratory setting, prepares formulas and other food according to prescribed directions.

Breeds animals for blood lines and characteristics or to maintain a colony of experimental animals; assists animals in birthing when necessary; observes animals for illness and treats minor disorders; assists research staff during surgical procedures by preping animals and administering anesthetic; euthanizes and disposes of laboratory animals under veterinary direction when necessary; cleans animal pens, cages and surroundings and hauls manure.

Collects and records simple field data on plant growth, soil conditions, water quantities, fertilizing agents and techniques, individual or group livestock feed trials; and breeding schedules to aid the research staff in tracking and measuring project progress.

CLASS CONCEPTS

RESEARCH AID II

Under general supervision of a professional or sub-professional research staff member, positions in this class perform all or part of the duties described in the series concept.

CLASS CONCEPTS (cont.)

Positions in this class are distinguished from those at the lower level by the variety and amount of duties performed on an independent basis such as applying research criteria to feed rationing; operating complex equipment including backhoes and harvesting equipment; making repairs on facility electrical systems, plumbing systems, irrigation systems, structures and equipment; and tracking products, quantities, methods and results by collecting and/or recording research data. These duties may be performed on an emergency or unscheduled basis and require a greater diversity in knowledge, skills and abilities and decision making that represents a greater impact to the facility in terms of lost production, equipment damage, and facility upkeep and a greater impact on the success of the research project.

This is the journey level for the series.

RESEARCH AID I

Under general supervision, positions in this class perform some of the more routine duties described in the series concept such as feeding animals, cleaning animal quarters, repairing fences or irrigating crops on a regular basis. These duties are typically performed according to prescribed systematic schedules which limit the scope of decision making. Incumbents may perform more complex duties on a limited or intermittent basis while under immediate supervision or while assisting a higher level staff member.

Positions in this class function below the journey level and progression to the next level is not automatic.

MINIMUM QUALIFICATIONS

RESEARCH AID II

EDUCATION AND EXPERIENCE:

I

Graduation from high school or the equivalent and two years of experience in general farm work and/or animal care; OR

II

One year of experience performing routine support duties equivalent to Research Aid I in Nevada State service; OR

III

An equivalent combination of education and experience that provided the incumbent with the entry level knowledge, skills and abilities. Two years of college level course work in agriculture, biological science or a related field may be substituted for one year of experience.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: (These may be acquired on the job and/or needed to perform the work assigned.)

Knowledge, skills and abilities required may vary according to research assignment. Those which are characteristic of this class are:

MINIMUM QUALIFICATIONS (cont.)

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: (cont.)

General knowledge of applicable research procedures, techniques, terminology and their application. General knowledge of the behavior, nutrition needs and breeding habits of animals.

Ability to identify and treat common animal disorders. Ability to identify agricultural diseases and pests, their control or eradication. Ability to read and record accurate data from a variety of instruments such as scales, meters, soil probes, etc.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES: (Applicants will be screened for possession of these through written, oral, performance or other evaluation procedures.)

General knowledge of the principles, practices and objectives in the research area assigned, i.e., plant and crop production, animal care.

Ability to learn field sampling and monitoring techniques. Ability to follow detailed oral and written instructions and project procedures.

In addition, all knowledge, skills and abilities required at the lower level of the series.

SPECIAL NOTE: In order to meet the needs of the particular research areas, the positions may require specialized background or skills. Any specialized background required will be identified for recruitment purposes, within the parameters of the class specification.

RESEARCH AID I

EDUCATION AND EXPERIENCE:

One year of experience in general farm work and/or animal care.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: (These may be acquired on the job and/or needed to perform the work assigned.)

Knowledge, skills and abilities required may vary according to research assignment. Those which are characteristic of the class are:

General knowledge of the principles, practices and objectives in the research area assigned such as crop production or animal care.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES: (Applicants will be screened for possession of these through written, oral, performance or other evaluation procedures.)

General knowledge of the physiology and habits of animals. General knowledge of the care and feeding of animals.

MINIMUM QUALIFICATIONS (cont.)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES: (cont.)

Ability to operate and maintain farm machinery and equipment and perform routine farm related duties such as preparing and irrigating fields. Ability to perform heavy manual labor. Ability to work irregular hours. Ability to repair farm buildings, structures and fixtures.

Skill in the use of common hand and hand powered tools.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

	<u>9.534</u>	<u>9.555</u>
ESTABLISHED:	7/1/64	7/1/64
REVISED:	11/16/72	11/16/72
REVISED:	10/14/80-3	5/7/82-3
REVISED:	12/19/85-12	12/19/85-12
REVISED:	7/1/91P	7/1/91P
	11/29/90PC	11/29/90PC